



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, 21ST THEATER SUPPORT COMMAND**  
**UNIT 23203**  
**APO AE 09263**

AERPE-P-OS

15 September 2003

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: 21st Theater Support Command Policy Letter 7, Family Support System**

**1. References:**

- a. USAREUR Regulation 608-2, Family Support System, 12 August 1998.
- b. USAREUR Command Policy Memorandum, Spouse Attendance at Family Readiness Group Meetings, 7 April 2003.
- c. Memorandum, HQ, 21st TSC (Prov), subject: Family Support Group Leadership Award, 18 May 1999.
- d. DA Pamphlet 608-47, Guide to Family Support Groups, 16 August 1993.

2. The Family Support System is a comprehensive program of family assistance services to support quality of life, readiness, and retention. The goal of the Family Support System is to "create independence, not dependence." By providing a means for family members to access community resources and help solve their problems, soldiers and Department of the Army civilians are enabled to devote full attention to the mission.

3. Commanders at all levels are to be familiar with and implement the program. Details are outlined in the United States Army, Europe (USAREUR) Regulation 608-2. While implementing the program commanders will:


- a. Establish and sustain Family Support Group (FSG) and FSG activities.
- b. Appoint on additional duty orders a unit Family Support Liaison (FSL) at battalion and separate company level to coordinate actions between the FSG, the Family Assistance Center, and the command. The Family Support Liaison will be trained at the USAREUR course within 90 days of appointment.
- c. Appoint on additional duty orders a Rear Detachment Commander (RDC) at battalion and company level. The RDC will be trained at the USAREUR course within 90 days of appointment and activated when needed.
- d. Provide a monthly update listing of RDC, FSL, and FSG leaders. This listing will be updated as of the last working day of the month each month and submitted to reach the HQ,

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21st TSC point of contact (POC) by the 15th of each month. The format submitted will include the following:

- (1) Status of trained or untrained in their respective positions.
  - (2) Name, rank and mailing address.
  - (3) Phone and fax numbers.
- e. Provide unit RDC and FSL to support and participate in the USAREUR Family Assistance Center Exercise as requested by the local base support battalion commander.
  - f. Develop a Family Support Plan.
  - g. Include Family Support System activities such as FSG meetings on unit training calendar.
4. Each brigade level commander will appoint a POC for the Family Support System. The appointed POC must be thoroughly familiar with USAREUR Regulation 608-2 and supporting publications.
  5. I believe in order to get excellence, we should recognize and reward excellence. Commanders will ensure Family Support Group Leaders are recognized for excellence in the performance of their duties.
  6. The Family Support System will be included in the command inspection program.
  7. The POC is the G1, Chief, Plans, Operations, and Support Branch, 484-7320.
  8. FIRST IN SUPPORT!



BENNIE E. WILLIAMS  
Major General, USA  
Commanding

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A (21st TSC Cir 25-30)